

COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"



Tim Gallagher, Director

December 31, 2003

TO: Each Supervisor
FROM: *for* *Tim Gallagher*
Tim Gallagher
Director

SUBJECT: **AMENDMENT OF WORK ORDER NUMBER N01-0111 FOR APPLICATION SYSTEM DEVELOPMENT AND SUPPORT SERVICES TO EXTEND TERM AND INCREASE WORK ORDER AMOUNT**

The Department of Parks and Recreation intends to request the Internal Services Department (ISD) to amend an existing Information Technology Support Services Master Agreement (ITSSMA) Work Order Number N01-0111 with System Professionals Corporation to increase the Work Order amount from \$290,000 to \$402,000, and to extend the term from January 31, 2004 to September 30, 2004. The expenditure for the extended term will be \$112,000.

BACKGROUND

In August 2000, the Department requested, and was granted, a new Work Order Number N01-0111 to extend the functionality of some applications by creating web and broadband-based front-ends for use by its field staff. Some of the applications that were modified included Financial Applications, Concessions Billing Application, Data Gathering System, Youth Employment Goals, Facilities, and Capital Projects.

The intent of this work order is to aid the Department in the support of personal computer database applications for the Capital Projects and Administrative Services Agencies, and to further enhance existing applications for various areas throughout the Department of Parks and Recreation.

In July of 1996, this Department began the redevelopment of various applications originally written in PC-FOCUS and DataEase. Those stand-alone DOS applications were rewritten in Microsoft Visual FoxPro and were transformed into Windows-based, multi-user applications.

SCOPE OF WORK

The consultant will provide the information technology support services listed herein: major application support, administration of the Department's large (Microsoft SQL Server) databases; ongoing support of the Department's website databases; provision

of the Department's Intranet project. The intent is to use the Department's Intranet for a variety of workflow/electronic forms and information dissemination.

JUSTIFICATION

The Department does not have a programmer on staff with the level of programming and database management expertise to perform the required duties of database application support, database application upgrades and related compatibility issues. The current consultant has extensive knowledge of the Department's projects applications and operations, specifically regarding the budget, accounting, grant status, and monitoring. The Department will realize considerable savings in time and money associated with the learning curve of a new consultant. Therefore, it is critical to the operations of the Department to continue the projects with the inherent benefits of the current contractor's familiarity with project issues and expertise.

FISCAL IMPACT

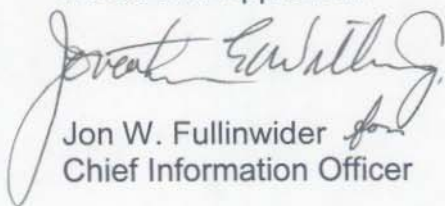
The ITSSMA Work Order Number, N01-0111 was established on August 24, 2000, in the amount of \$90,000 and was subsequently increased to \$290,000 over the period beginning FY 2000-2001 through FY 2002-03. This amendment will increase the maximum allowable expenditure by \$112,000 for a total of \$402,000. The Department's FY 2003-04 Budget includes \$112,000 for the year's costs.

CLOSING

If no comment is received regarding this notice within two weeks, we will notify ISD to proceed with this work order amendment.

If you should have any questions, you may contact me at (213) 738-2951 or your staff may contact Barbara Uyeda of my staff at (213) 368-5823.

Noted and Approved:



Jon W. Fullinwider
Chief Information Officer

TG:BU:MB:ms/admin/itssmadraft4

- c: Park Deputies
David E. Janssen, Chief Administrative Officer
Violet Varona-Lukens, Executive Office
Lloyd W. Pellman, County Counsel
Barbara Uyeda, Parks and Recreation